



MEASURES OF THE DEAN OF THE FE No. 149/2018 E

Concerning the Rules for Entrance Proceedings and Conditions for Acceptance for Doctoral Study in the Academic Year 2019/2020

12th November 2018

Article 1

Introductory Provision

- 1) Based on the statement of § 48 to 51 and § 58, par. 1 of Act. No. 111/1998 Coll. on Higher Education Institutions and on Amendment to Other Acts, (further referred to only as the "law"), and also on valid statutes of The University of South Bohemia (hereafter referred to as USB), we declare the rules for the entrance proceedings and conditions for acceptance to study on the doctoral study programme entitled Economics and Management – in the branch 6208V 097: Management and Business Economics, at the Faculty of Economics of the USB in České Budějovice, for the academic year 2019/2020 with the start of study from 2nd September 2019.
- 2) The principles of the entrance proceedings are stated by the Measures of the Dean for ensuring study in the doctoral study programme No. **123/2017 E**.
- 3) This measure was in accordance with the law approved by the Academic Senate of the Faculty of Economics of the USB on 7. 11. 2018.

Article 2

Enrolment for Study

- 1) Applicants apply for the course of study by submitting written and electronic applications containing details of the study programme, study branch and form of study (full time or part time) and an outline of the topic of their proposed dissertation chosen from the list approved for the particular academic year by the Scientific Board of the doctoral study branch of the Management and Business Economics course. The list of outline topics for dissertations of the above mentioned study branch for the academic year 2019/2020 is published on the websites of the Department of Science and Research of the FE USB in the section on doctoral study.
- 2) The deadline for submitting an application is **31 May, 2019**. Applications can be submitted on the electronic form available at [www: https://wstag.jcu.cz/portal/studium/uchazec/eprihlaska.html](https://wstag.jcu.cz/portal/studium/uchazec/eprihlaska.html).
At the same time, applicants are obliged to submit their applications in the printed forms, "Application Form for Doctoral Study in the Academic Year 2019/2020" (see Appendix 1 of this document), by post or via the mail room of the USB, to this address:
Oddělení vědy a výzkumu
Ekonomická fakulta JU v Českých Budějovicích
Studentská 13
370 05 České Budějovice
The application must contain an outline topic of the proposed dissertation and a supervisor's name from the list included in Appendix 2 of this document.



The decisive date is the date of posting.

- 3) The charge for the entrance proceedings is 500 Kč.
 - a) The required information for payment of the charge into the EF USB's account are:
bank account number: 104 725 778, bank code: 0300, VS: 6020112, KS: 0379, SS:
birth certificate number.
 - b) Applicants who will not remit the charge fixed according to § 58, par. 1 of the Law
and Article 13, par. 3 of the Statutes by **31st May, 2018** or who will not prove the
payment with a bank transfer, have not fulfilled the conditions for acceptance and
their entrance proceedings will be stopped.
- 4) Applications sent to the Department of Science and Research of the USB have to be
submitted together with:
 - a) Papers of accomplishment of a master study or relating master study at a college
(diploma supplement and a certificate of final state examination). In cases where
the applicants have not finished their master studies or relating master studies by
the time of entrance proceedings, their possible acceptance for the course is subject
to submitting the above documents by the date of enrolment for the doctoral study;
 - b) Structured CV in the size of one page of text;
 - c) Survey of existing scientific activities and citations of publications using the normal
APA 6th;
 - d) Document of payment of the charge for the entrance proceedings.
- 5) In cases where the application has formal shortages or is incomplete, the faculty will
return it to the applicant for correction and completion. Unless an applicant makes the
needed corrections or additions in due term, he/she does not meet basic conditions for
acceptance and the entrance proceedings will be stopped. The charge for the procee-
dings will not be returned.

Article 3

Entrance Examination

- 1) A due date of the entrance exam is fixed for:
 - **13th June, 2019 for the English doctoral study programme;**
 - **14th June, 2019 for the Czech doctoral study programme.** Applicants are informed
about the date in writing together with other information concerning the entrance
exam and a confirmation of acceptance of the application form for the course of study.
- 2) A substitute date of the entrance exam equal to the due date is determined in writing
only to the applicants who were unable to sit for the exam at due date and who apo-
logised in writing within five workdays from the date of the exam at the latest.
- 3) The form of the entrance exam is oral.
- 4) The purpose of the content of the entrance exam is to find out the applicants' pre-
dispositions for scientific work in a given branch. A stress is laid upon:
 - a) Knowledge of general and current problems of the scientific field;
 - b) Knowledge of methodology in the scientific field;
 - c) An understanding of the state of knowledge in the narrow range of problems of a
chosen outline topic for the dissertation;



- d) Knowledge of professional English.
- 5) A part of the entrance exam for the Czech doctoral study programme is taken in English. The entrance exam for the English doctoral study programme is taken only in English.
- 6) The Admission Board decide about the result of the entrance exam of particular applicants while paying attention to other aspects stated in their application form and its attachments. The Board votes with a simple majority of votes. In the case of a tie in the number of votes, the chairman's vote is decisive.

Article 4 **Result of the Entrance Proceedings**

- 1) The Board for Entrance Exams completes the protocol on entrance exams. A part of the protocol is a suggestion to the Dean concerning the acceptance / non- acceptance of applicants.
- 2) The Dean decides about the acceptance for the DSP on the basis of a suggestion of the Admission Board.
- 3) An applicant can ask the Dean of the FE for a review of the decision. The application for review must be submitted within 30 days of the day of delivery of the Dean's decision. The Dean can accept the application and change the decision or pass the application for the decision to the Rector.
- 4) The maximum number of applicants for the Czech DSP is 15 students.
- 5) The maximum number of applicants for the English DSP is 10 students.

doc. Ing. Ladislav Rolínek, Ph.D.
The Dean of the Faculty of Economics

Attachments:

- 1) Application form for the DSP in the academic year 2019/2020
- 2) Suggestions of outline topics for dissertations for the academic year 2019/2020

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Appendix 1 Measures of the Dean No. 149/2018 E

Application Form for Doctoral Study in the Academic Year 2019/2020
Study doctoral programme: Economics and Management
Study branch 6208V 097 Management and Business Economics
Study form (full time or part time):
Outline topic of dissertation thesis ¹ :
Supervisor ¹ :
Consultant:
Due date of the entrance exam: Date of acceptance of written apology from the date of the entrance exam ² : Fixed substitute date of the entrance exam ² :

Surname:	Maiden name:
Name:	Title:
Nationality:	State citizenship:
Sex:	Number of residence permit (for foreigners):

Birth	Day			Identity card number														
	Month			Birth number														
	Year			Passport number (foreigners)														
	Place				District													

Address of permanent residence	Street, House number:																
	Municipality:																
	District:																
	Postal code:																

Address for correspondence (if different than permanent)	Street, House number																
	Municipality:																
	District:																
	Postal code:																

¹ Acc. to the Appendix 2 Measures of the Dean **EF č. 149/2018 E** “Outline Topics of dissertation thesis“

² Acc. to art.. 3 of par. 2 Measures of the Dean **EF č. 149/2018 E** “Rules for the entrance proceedings and conditions for the acceptance for the study in the DSP in the academic year 2019/2020“. Filled in by the Dept. of Science and research of the FE USB

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Phone:		E – mail:	
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Highest completed education:	Achieved university title:
Name and address of school:	
Faculty:	
Study programme:	
Study branch:	
Topic of diploma thesis:	
Date of final state exam:	Number of years of practice in the field:

Contemporary employment:
Address:

Language knowledge:	
<i>Actively:</i>	<i>Passively:</i>

I declare all the data are true.
Date:Applicant's signature:

Appendix acc. to art. 2 par. 4 Measures of the Dean EF Nr. 149/2018 E “ Rules for the entrance proceedings and conditions for the acceptance for the study in the DSP for the academic year 2019/2020“:

Papers of accomplishment of master study or relating master study at a college (diploma supplement and a certificate of final state examination). In case the applicants have not finished their master studies or relating master studies by the time of entrance proceedings, their possible acceptance for the study is subject to submitting the above documents by the date of enrolment to the doctoral study;

Structured CV in the size of 1 page of the text;

Survey of existing scientific activities and citations of publications using the norm APA 6th;

Document of payment of the charge for the entrance proceedings.